

State of Hawaii  
Department of Health  
Family Health Services Division  
Children with Special Health Needs Branch  
Early Intervention Section (EIS)

**Addendum 1**

**June 18, 2008**

**To**

**Request for Proposals**

**RFP No. HTH 560-FFS-09  
Professional Services for Infant and Toddler  
Development**

Issued: June 3, 2008

June 18, 2008

**ADDENDUM NO. 1**

To

**REQUEST FOR PROPOSALS  
Professional Services for Infant and Toddler Development  
HTH 560-FFS-09**

The Department of Health, Family Health Services Division, Children with Special Health Needs Branch, Early Intervention Section is issuing this addendum to HTH 560-FFS-09, Professional Services for Infant and Toddler Development, for the purposes of:

- ☒ Responding to questions that arose at the orientation meeting of June 10, 2008 and written questions subsequently submitted in accordance with Section 1-V, of the RFP.
- ☐ Amending the RFP.
- ☐ Final Revised Proposals

The proposal submittal deadline:

- ☐ is amended to <Date>
- ☒ is not amended.
- ☐ for Final Revised Proposals is <date>.

Attached is (are):

- ☒ A summary of the questions raised and responses for purposes of clarification of the RFP requirements.
- ☐ Amendments to the RFP.
- ☐ Details of the request for final revised proposals.

If you have any questions, contact:  
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HTH 560-FFS-09 Professional Services for Infant and Toddler Development is amended  
as follows:

***Subsection    Page***

**Section 1, Administrative Overview**

No Changes

**Section 2, Service Specifications**

No Changes

**Section 3, Proposal Application**

No Changes

**Section 4, Proposal Evaluation**

No Changes

**Section 5, Attachments**

No Changes

1. On page 2-5 of the RFP it states that copies of professional licenses to practice in Hawaii, professional specific certifications and resumes are to be attached to the proposal. All of our staff have resumes that list their licenses, certifications and expiration dates. Is that sufficient or do we need to attach copies of the licenses etc.

Response:

If all the required information is included in the resumes it will suffice. It will be assumed that aforementioned licenses, etc. are in your possession for later inspection if necessary.

2. On page 2-4 of the RFP it states the proposal should include a Certificate of Good Standing, a Tax Clearance. Is a "Certificate of Vendor Compliance" from SPO that lists compliance/non-compliance for Hawaii Department of Taxation, Internal Revenue Service, Hawaii Department of Commerce & Consumer Affairs, and Hawaii Department of Labor & Industrial Relations acceptable?

Response:

It is assumed that you are referring to the certificate you would obtain from Hawaii Compliance Express. Yes, that is acceptable.